

FORM 3:2(A)

V I R G I N I A:

IN THE CIRCUIT COURT OF FAUQUIER COUNTY

v. [Short style of case]

AT LAW/IN CHANCERY NO. _____

Praecipe

The clerk is requested to place the above-styled cause on the docket for the Motions Day of the court to be had on the _____ day of _____, 20____, for the following purpose(s) checked below:

- _____ 1. Entry of order, judgment or decree.
- _____ 2. Argument on pleadings (specify):
- _____ 3. Hearing on Motion (specify):
- _____ 4. Pretrial conference.
- _____ 5. Set for trial on preliminary issues of fact.
- _____ 6. Other (specify):
- _____ 7. Set for trial on the merits, for which purpose I certify that the above-styled cause is matured for trial on its merits to be set for trial with () or without () jury.

Counsel's estimate of time required for the hearing _____.

Dated this _____ day of _____, 20 ____.

Counsel: _____
Address: _____

Telephone No.: _____

Certificate of Service

I CERTIFY THAT I HAVE MADE A GOOD FAITH EFFORT TO RESOLVE THIS MATTER WITH COUNSEL OF RECORD FOR THE OPPOSING PARTY PRIOR TO THE FILING OF THIS MOTION ON THE COURT'S DOCKET.

I further certify that on the ____ day of _____, 20__, I mailed or delivered a true copy of the foregoing praecipe to all counsel of record and parties unrepresented by counsel and not in default, the names and addresses of such counsel or parties being: (Include names and addresses of counsel or parties.)

Counsel for: _____

GENERAL INFORMATION

MOTIONS DAY: 2nd Tuesday of each month at 9:00 a.m.

DOMESTIC RELATIONS DAY: 3rd Tuesday of each month at 9:00 a.m.

(NOTE: Praecipes must be filed in the Clerk's Office no later than 12:00 noon eight (8) days prior to Motions Day or Domestic Relations Day.)